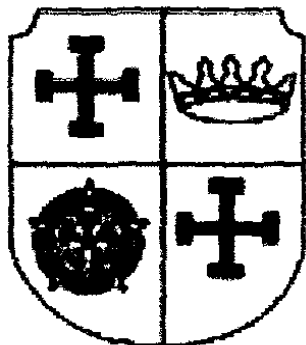


WHITTLE-LE-WOODS PARISH COUNCIL



Ms Lisa Pickering
Clerk to the Council
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PR5 6UU

Tel: 01772 304841

www.whittlelewoodsparishcouncil.org.uk
clerk@whittlelewoodsparishcouncil.org.uk

6th January 2021

Notice of Special Online Meeting (due to Covid-19 Pandemic)

Dear Councillor, you are hereby summoned to attend a meeting of Whittle-le-Woods Parish Council which will be held online, on Monday 11th January 2021, at 7.30pm.

Note: - The Annual Parish Meeting & Annual Parish Council Meeting are postponed until further notice.

Yours sincerely, Lisa Pickering, Clerk to the Council

Agenda

Declarations of any Interests: Members are reminded of their responsibility to declare any personal interests in respect of matters contained in this agenda. If the interest arises only as a result of your membership of another public body or one to which you have been appointed by the Council then you need only declare it if you intend to speak. If the personal interest is a prejudicial interest, you must withdraw from the meeting. Normally you should leave the room before the business starts to be discussed. You do however, have the same right to speak as a member of the public and may remain in the room to enable you to exercise that right and then leave immediately. In either case you must not seek to improperly influence a decision on the matter.

Apologies

- 1) Minutes of the last meeting
- 2) Changes to declarations of interests
- 3) Defibrillator checks
- 4) Special Meeting Protocols – (due to Covid-19 pandemic) postponement of Annual Parish Council Meeting & Annual Parish Meeting until the first face-to-face meeting is held.
- 5) Planning matters (already reviewed)
- 6) Budget
- 7) Clerk's update
- 8) Accounts
- 9) Any other business
- 10) Confidential items

Visitors or Comments / Issues.

Please contact the Clerk on clerk@whittlelewoodsparishcouncil.org.uk, or 01772 304841 / 07453020703 for information on observing the meetings or making a comment or raising an issue

Whittle-le-Woods Parish Council Meeting Monday 11th January 2020

Apologies:

1. Minutes

2. Changes in Declarations of Interest

3. Defibrillator checks

4. Meeting Protocols Resolution– due to Covid-19 pandemic

- *No change to Standing Orders*
- *All annual meetings to be postponed, and monthly meetings to be held online, all roles to remain as is until such time that a full Annual Parish Council Meeting may be convened.*
- *Payments – all payments to be made on-line once approved by 2 Bank Signatories.*
- *Planning – Clerk to send planning applications around on a weekly basis to allow the opportunity to scrutinise and comment, then minute in the monthly meetings*

Meeting Organisation

The Parish Council will adhere to these guidelines on conducting the online meetings:

- *Chair to administer the meeting*
- *Clerk to facilitate the meeting*
- *Cllrs to connect via audio & video*
- *Cllrs to speak in turn*
- *Minimal Agenda*
- *Planning comments to be submitted to the Clerk prior to the meeting*
- *Cllr reports to be submitted to Clerk by email prior to the meeting*
- *Clerk to minute the meeting*

5. Planning Matters

New

97 Foxglove Drive Whittle-Le-Woods Chorley PR6 7SG

Proposal: Part two storey rear, part single storey (veranda) extension (following demolition of existing conservatory)

Reference: 20/01386/FULHH

6 Irvine Place Buckshaw Village Chorley PR7 7FL

Proposal: Application for a certificate of lawfulness for a proposed single storey rear extension

Reference: 20/01388/CLPUD

Higher Copthurst Farm Cottage Copthurst Lane Whittle-Le-Woods Chorley PR6 8LP

Application for works to a protected tree - Chorley BC TPO 1 (Copthurst Lane, Whittle-le-Woods) 1977: T1 Oak - Reduce the branches overhanging garage to give 3 metres clearance from garage; crown lift the branches growing over the garden of Denham House to a height of 3 metres above the ground and reduce the tips back by 2 metres: and reduce the large epicomic growth growing over the hedge of Denham House. Ref. No: 20/01310/TPO | Received: Sat 05 Dec 2020 |

Validated: Mon 07 Dec 2020 | Status: Awaiting decision

Passed to Tree Warden

Granted

Lucas Lane East Whittle-Le-Woods

Application for works to a protected tree - Chorley BC TPO 12 (Whittle-le-Woods) 1992: Ash T19 –
Fell

Ref. No: 20/01234/TPO | Received: Wed 18 Nov 2020 | Validated: Fri 20 Nov 2020 | Status:
Granted

Land Adjacent Dolphin Rise Millstone Close Whittle-Le-Woods

Proposed new residential dwelling

Ref. No: 20/01088/FUL | Received: Tue 13 Oct 2020 | Validated: Thu 15 Oct 2020 | Status:
Granted

9 Hillside Crescent Whittle-Le-Woods Chorley PR6 7LU

Part two storey, part single storey rear extension

Ref. No: 20/01084/FULHH | Received: Mon 12 Oct 2020 | Validated: Mon 12 Oct 2020 | Status:
Granted

9 Lancers Close Buckshaw Village Chorley PR7 7DJ

Erection of 1.82m high boundary fence (retrospective) and conversion of part of detached garage
to home gym

Ref. No: 20/01073/FULHH | Received: Fri 09 Oct 2020 | Validated: Thu 15 Oct 2020 | Status:
Granted

6 Langdale Grove Whittle-Le-Woods Chorley PR6 7NU

Demolition of existing carport and extension and erection of side and rear extension

Ref. No: 20/00834/FULHH | Received: Wed 05 Aug 2020 | Validated: Wed 05 Aug 2020 | Status:
Granted

Other

Land 17M West Of 4 Halls Square Whittle-Le-Woods

Erection of 1no. shed (following demolition of 1no. existing shed) and resiting of 1no. existing
shed

Ref. No: 20/01122/FUL | Received: Wed 21 Oct 2020 | Validated: Fri 06 Nov 2020 | Status:
Withdrawn

6. Budget

Please see the additional documentation with regard to the budget

7. Clerks Update

Community support during Covid-19 pandemic:

8 x families currently being supported

114 x boxes provided in total

Additional funding application has been accepted for £960 from Community Food Grants
Lancashire

CBC & Jason Garstang approached regarding installation of Flagpole

Cllr Bell has requested a seat to be placed by the new bus stop opp. Cow Well Lane

Update from David Hull

1. Cleaned up the Brewery fields footpath
2. Strimmed the Smithy fields footpath
3. Cleaned up the Canal Trail footpath and strimmed the Fence line on Hill Top Lane.

8. Accounts

Outgoings approved this meeting

Ref	JV	Payee	Detail	Total
card	20/21-092	Morrisons	Food Parcels x 8 (paid by debit card)	-£266.00
dd	20/21-093	Easy Websites	Monthly payment	-£27.60
bacs	20/21-094	HMRC	PAYE Quarter 3	-£532.18
bacs	20/21-095	Employee 1	January Salary	-£487.68
bacs	20/21-096	Employee 2	January Salary	-£423.21
dd	20/21-097	LLC Pension	Pension payment January	-£285.51
bacs	20/21-098	Employee 1	Gloves for Lengthsman	-£11.99
dd	20/21-099	PWLB	Loan Repayment	-£2,519.98

Payments to be authorised via email to Clerk by 2 Bank Account Signatories

9. Any Other Business

Redrow development plans, Town Lane: proposed highways survey quotes

10. Confidential Items

Whittle-le-Woods Parish Council

Accounts for 2020 / 21

Date	Minute ref	Receipt / Payment	Ref	R	JV	Payee	Detail	Payment Admin	Receipt Admin	Payment Salaries	Payment War Mem	Payment Loan	Payment Maint	Payment Grants	Payment Project / Misc	Receipt Interest	Payment VAT	Receipt VAT	Receipt CIL	Payment CIL	Total	
31/12/2020		Payment	card		20/21-092	Morrisons	Food Parcels x 8 (paid by debit card)															-£ 266.00
01/01/2021		Payment	dd		20/21-093	Easy Websites	Monthly payment	-£ 23.00									-£ 4.60					-£ 27.60
11/01/2021		Payment	bac		20/21-094	HMRC	PAYE Quarter 3			-£ 532.18												-£ 532.18
28/01/2021		Payment	bac		20/21-095	Employee 1	January Salary			-£ 487.68												-£ 487.68
28/01/2021		Payment	bac		20/21-096	Employee 2	January Salary			-£ 423.21												-£ 423.21
17/01/2021		Payment	dd		20/21-097	LLC Pension	Pension payment January			-£ 285.51												-£ 285.51
11/01/2021		Payment	bac		20/21-098	Employee 1	Gloves for Lengthsman	-£ 9.99									-£ 2.00					-£ 11.99
27/01/2021		Payment	dd		20/21-099	PWLB	Loan Repayment					-£2,519.98										-£ 2,519.98
January Month Totals								-£ 32.99	£ -	-£1,728.58	£-	-£2,519.98	£ -	-£ 266.00	£ -	£ -	-£ 6.60	£ -	£ -	£ -	£ -	-£ 4,554.15

2020 / 21 Summary of Monthly Bank Accounts, and Monthly Budget Monitoring

Categories	20/21 Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Totals	Spend against Budget
Admin Payment	£7,550.00	£0.00	-£244.55	-£415.67	-£23.00	-£23.00	-£2,946.24	-£518.49	-£23.00	-£686.11	-£32.99			-£4,913.05	£2,636.95
Admin Receipt		£54,900.00	£0.00	£4,400.00	£0.00	£0.00	£0.00	£0.00	£0.00	£169.49	£0.00			£59,469.49	£59,469.49
Salaries Payment	£16,100.00	-£2,112.93	-£1,211.14	-£1,270.72	-£1,826.09	-£1,177.25	-£1,265.94	-£1,205.63	-£1,811.82	-£1,196.40	-£1,728.58			-£14,806.50	£1,293.50
War Mem Payment	£2,500.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00			£0.00	£2,500.00
Loan Payment	£5,040.00	£0.00	£0.00	£0.00	-£2,519.98	£0.00	£0.00	£0.00	£0.00	£0.00	-£2,519.98			-£5,039.96	£0.04
Maint Payment	£15,530.00	£0.00	-£1,720.00	-£765.00	-£5,810.53	£0.00	-£800.00	£0.00	-£40.00	-£2,044.88	£0.00			-£11,180.41	£4,349.60
Grants Payment	£1,000.00	£0.00	£0.00	-£60.00	-£170.00	-£409.00	-£735.00	-£477.75	-£1,016.50	-£794.75	-£266.00			-£3,929.00	-£2,929.00
Project/Misc. Payment	£17,700.00	-£500.00	-£300.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	-£1,679.00	£0.00			-£2,479.00	£15,221.00
Interest Receipt		£26.96	£30.56	£1.66	£1.60	£1.38	£1.60	£1.38	£1.27	£1.29	£0.00			£67.70	£67.70
VAT Payment		-£100.00	-£32.91	-£10.29	-£1,087.50	-£4.60	-£10.80	-£88.89	-£12.60	-£398.83	-£6.60			-£1,753.02	-£1,753.02
VAT Receipt		£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£6,174.21	£0.00			£6,174.21	£6,174.21
Total Receipt		£54,926.96	£30.56	£4,401.66	£1.60	£1.38	£1.60	£1.38	£1.27	£6,344.99	£0.00	£0.00	£0.00	£65,711.40	£65,711.40
Total Payments	£65,420.00	-£2,712.93	-£3,508.60	-£2,521.68	-£11,437.10	-£1,613.85	-£5,757.98	-£2,290.76	-£2,903.92	-£6,799.97	-£4,554.15	£0.00	£0.00	-£44,100.94	£21,319.07
CIL Payment														-£20,000.00	-£20,000.00
CIL Receipt (Bal C/O)	£102,610.77	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£82,610.77

Summary of bank accounts

	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
41346412 - Balance at end of previous month	£684.24	£971.31	£973.47	£1,116.13	£679.03	£1,065.18	£355.20	£1,064.44	£330.01	£726.84		
41346420 - Balance at end of previous month	£141,431.06	£193,358.02	£190,358.02	£191,790.24	£180,953.33	£178,793.22	£173,793.22	£150,794.82	£148,797.47	£147,972.97		
Total bank account balance	£142,115.30	£194,329.33	£191,331.49	£192,906.37	£181,632.36	£179,858.40	£174,148.42	£151,859.26	£149,127.48	£148,699.81		
Precept / CIL Amount to deposit account	£54,900.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		
CIL Payments	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		
Payments this month	-£2,712.93	-£3,508.60	-£2,521.68	-£11,437.10	-£1,613.85	-£5,757.98	-£2,290.76	-£2,903.92	-£6,799.97	-£4,554.15		
Receipts this month	£26.96	£30.56	£4,401.66	£1.60	£1.38	£1.60	£1.38	£1.27	£6,344.99	£0.00		
Unpresented Payments	£0.00	£0.00	-£305.10	£0.00	-£161.49	£0.00	-£20,000.00	£0.00	£0.00	£0.00		
Unpresented Receipts	£0.00	£480.20	£0.00	£161.49	£0.00	£46.40	£0.00	£170.87	£27.31	£0.00		
Balance at month end	£194,329.33	£191,331.49	£192,906.37	£181,632.36	£179,858.40	£174,148.42	£151,859.04	£149,127.48	£148,699.81	£144,145.66		